APPLICATION FOR NEW COURSE

1. Submitted by College of Graduate School Date 11/05/2002
Department/Division offering course Teaching and Learning Center

2. Proposed designation and Bulletin description of this course
   a. Prefix and Number GS 640
   b. Title* Grant Writing
   *NOTE: If the title is longer than 24 characters (including spaces), write
   A sensible title (not exceeding 24 characters) for use on transcripts
   c. Lecture/Discussion hours per week 3
   d. Laboratory hours per week
   e. Studio hours per week
   f. Credits
   g. Course description
   This course prepares graduate students to be PI on a state, federal,
   other large competitive grant. Students prepare and critique proposal
   h. Prerequisites (if any)
   GS 650
   i. May be repeated to a maximum of
   (if applicable)

4. To be cross-listed as

   Prefix and Number
   Signature, Chairman, cross-listing department

5. Effective Date Fall 2003 (semester and year)

6. Course to be offered
   □ Fall  □ Spring  □ Summer

7. Will the course be offered each year?
   (Explain if not annually)
   □ Yes  □ No
   Offered every other year.

8. Why is this course needed?
   To provide intensive, structured assistance in all phases of grant prepa
   and submission to graduate students who are future faculty members.

9. a. By whom will the course be taught? Dr. Carolyn S. Carter
   b. Are facilities for teaching the course now available?
   If not, what plans have been made for providing them?
      □ Yes  □ No
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10. What enrollment may be reasonably anticipated? enrollment limited to 15 students/offering

11. Will this course serve students in the Department primarily? ☐ Yes ☒ No
   Will it be of service to a significant number of students outside the Department? ☒ Yes ☐ No
   Course will be available to students across University. Preference in enrollment given to students pursuing certificate in Coll. Teach. & Lear
   Will the course serve as a University Studies Program course? ☐ Yes ☒ No
   If yes, under what Area? ________________________________

12. Check the category most applicable to this course
   ☐ traditional; offered in corresponding departments elsewhere;
   ☐ relatively new, now being widely established
   ☒ not yet to be found in many (or any) other universities

13. Is this course applicable to the requirements for at least one degree or certificate at the University of Kentucky? ☐ Yes ☒ No

14. Is this course part of a proposed new program:
   If yes, which?
   Graduate Certificate in College Teaching and Learning
   ☒ Yes ☐ No

15. Will adding this course change the degree requirements in one or more programs?*
   If yes, explain the change(s) below
   ________________________________

16. Attach a list of the major teaching objectives of the proposed course and outline and/or reference list to be used.

17. If the course is a 100-200 level course, please submit evidence (e.g., correspondence) that the Community College System has been consulted.

18. Within the Department, who should be contacted for further information about the proposed course?
   Name Carolyn Carter ____________________________ Phone Extension 257-9725

*NOTE: Approval of this course will constitute approval of the program change unless other program modifications are proposed.
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Signatures of Approval:

[Signature]
Department Chair

[Signature]
Dean of the College

Nov 5, 2002
Date

[Signature]
[Signature]
Date

Date of Notice to the Faculty

Date

*Undergraduate Council

*University Studies

*Graduate Council

*Academic Council for the Medical Center

*Senate Council (Chair)

Date of Notice to University Senate

*If applicable, as provided by the Rules of the University Senate

ACTION OTHER THAN APPROVAL

Rev 8/02
Goals:

GS 640 is designed to assist graduate students in:

- Developing the skills necessary to be first author on a major grant proposal
- Learning to locate appropriate funding sources and critically read criteria and RFPs
- Writing a concept paper
- Conducting and responding to peer reviews
- Understanding institutional processes and roles in developing funded proposals
- Exploring ethical and professional issues surrounding grant development and review
- Developing a complete proposal, including all supporting documentation
- Understanding funding sources and issues in their disciplinary area

Readings list:

Because students will come from a range of disciplines, they will be asked to read general resources on grant writing, supplemented by a discipline-specific text and discipline-specific grants and rfps.

Short Resource List
NIH Grant Writing Tip Sheets: http://grants.nih.gov/grants/grant_tips.htm
EPA Grant Writing Tutorial: http://www.epa.gov/seahome/grants.html
NIAID Grant Writing Resources: http://www.niaid.nih.gov/ncn/grants/index.htm
Foundation Center Learning Lab: http://fdncenter.org/learn/orient/intro1.html
Grant Writing Program for NIAAA Investigators: http://www.niaaa-spirit.net/phs398air.htm#Face_Page
CFDA – Developing and writing grant proposals: http://www.cfda.gov/public/cat-writing.htm

Suggested Texts (select one most relevant to grants in your area)


High, George R. *Getting Funded; The Art of Writing Successful Proposals*. Arlington, TX: School of Urban and Public Affairs. Univ. of Texas at Arlington, 1991(?).


